**Thank you** for purchasing SoftWood GS File. Considerable effort has gone into its production. Please fill out and send in the enclosed warranty / registration card. As new releases of the program are available, we will notify you by mail. Feel free to notify us of any enhancements you would like to see made to the product in the future. Listed below are some corrections and additions to the user manual.

1.    All references to "left mouse button" should be simply "mouse button".

2.    Page 18 - 1st paragraph - "asmall" should read "a small".

3.    Page 18 - End of 2nd paragraph - The OK button is at the upper right corner.

4.    Page 32 - 1st paragraph - "blue outline" should read "tan outline".

5.    Page 37 - Last paragraph - ""Hours" data." should read ""Rate" data".

6.    Page 40 - Deleting Existing Records - After the mouse is clicked in the button labeled "Delete", the program will display a dialogue window asking you if you are sure you want to delete the record. If you respond by clicking the mouse in the YES button, the program responds by deleting the record from the database.

7.    Page 52 - 2nd paragraph - 1st sentence - "Click" should read "Double Click".

8.    Page 52 - 2nd paragraph under Modifying a View - The "YES" button should read the "OK" button.

9.    Page 60 - 1st paragraph - "Desk" should read "System".

10.   Page 62 - Open AppleWorks Def. and Open AppleWorks Data. Importing an AppleWorks™ database to create a GS File database is a two and sometimes three step process.

      **Step 1:** Choose the "Open AppleWorks Def." menu item. The program will then ask you to specify the name of the AppleWorks™ file to be read in. After you specify the file name, the program creates a column on your list for each field in the AppleWorks™ file. No data is read in at this time.

      **Step 2:** After the program creates the columns in step 1 it displays them on the screen. At this time you have the opportunity to modify the column names and types. Step 1 defined all column types as "Text". To change a column name or type, click the mouse on the column's name, and choose "Define Data" from the "Column" menu. If you did this correctly, the program will display a dialogue window showing the current name and type of the column. Make any changes and click OK. Care must be taken to not define a column type so that the data read into it later will be invalid. The following are GS File column types and the data valid for them:

| Type | Valid Data |
|---|---|
| Text | All characters. |
| Alpha | Letters of the alphabet and spaces. |
| Alpha/Numeric | Letters of the alphabet, numbers, and spaces. |
| Date | Valid dates in mm/dd/yy format. |
| Time | Valid time in HH:MM format. |
| Yes/No | Any form of YES or NO. |
| Amount | Numeric digits, decimal point, and sign -99999999.99. |
| Phone | Valid phone #. |

      It is not necessary for you to redefine a column's type. It is only for your convenience that the feature is available. Special formatting, sorting, and data entry validation are available on certain column types. If you are in doubt as to what type to use, you may want to keep the default type "Text" defined automatically by the program during Step 1.

      **Step 3:** After the column names and types are as you want them to be, select the "Open AppleWorks Data" menu item. The program will then ask you to specify the name of an AppleWorks™ file. Normally this will be the same name as the one given in Step 1 above. Once the name is specified, the program will read the file's data, edit it, and build the GS File database. If any errors are encountered, you will be given the choice to continue or stop the import process. Once the import is completed, you should save the new database. Do this by selecting "Save" from the "File" menu.

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